



State of New Jersey
DEPARTMENT OF MILITARY AND VETERANS AFFAIRS
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JON S. CORZINE
Governor
Commander-in-Chief

☆☆
GLENN K. RIETH
Major General
The Adjutant General

VETERANS AFFAIRS BULLETIN
NO. 2-08

28 March 2008

**NEW JERSEY VETERANS MEMORIAL HOMES/
CHALLENGE YOUTH PROGRAM
CRITICAL INFORMATION REQUIREMENTS**

1. There is a responsibility to ensure that the occurrences of critical events are reported in a timely manner to the Central Office so that actions to mediate the incident can be accomplished quickly.
2. To avoid any confusion, the Director, Division of Veterans Healthcare Services is to be notified immediately, by the most expeditious means available, on the occurrence of the following:
 - a. Unexpected/unusual/questionable death of a resident or cadet and/or death in the facility or adjacent grounds of a staff member, visitor, contractor, etc.
 - b. Arrival of the media (e.g. newspaper, magazine, student, radio, television, independent, etc.).
 - c. Arrival of an inspection team.
 - d. Arrival of VIPs (e.g. Assemblymen, Congressmen, etc.).
 - e. Major union/employee event (e.g. walkout, picketing, demonstration, etc.).
 - f. Incurring a fine or civil monetary penalty.
 - g. Outbreak of an infectious disease.
 - h. Incident resulting in an evacuation (e.g. floor, wing, building).
 - i. Arrival of a Law Enforcement Agency (e.g., local police, NJ State Police, Parole, FBI, ICE, etc.) to take into custody an employee/resident/cadet, or to make an arrest.
 - j. Any incident or event deemed critical by the CEO/ACEO/ChalleNGe Director/ChalleNGe Deputy Director.
3. This Notice is to be placed in all supervisor offices. Supervisors are to contact the CEO or ACEO immediately to report the occurrence of any of the events listed above. At ChalleNGe, the Director or Deputy Director is to be contacted immediately.

4. Questions or inquiries concerning this bulletin should be addressed to BG (Ret) Frank R. Carlini, Director, Division of Veterans Healthcare Services at 609-530-6766 or e-mail Frank.Carlini@njdmava.state.nj.us.

OFFICIAL:

GLENN K. RIETH
Major General, NJARNG
The Adjutant General

A handwritten signature in black ink, reading "David S. Sneider". The signature is fluid and cursive, with a long horizontal stroke at the end.

DAVID S. SNEDEKER
Chief Information Officer
Director, Information and Administrative
Services Division

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